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Nota di bibliografia	Includes bibliographical references (pages 203-223) and index.
Nota di contenuto	Cover; Abstracts and Abstracting: A genre and set of skills for the twenty-first century; Copyright; Contents; About the author; 1 Introduction; Who is this book for?; What is abstracting and what is an abstract?; Why abstracts and abstracting?; The structure of the book; 3 Definitions; The abstract; The original; Related concepts and genres; 3 The characteristics of the abstract; The length; Functions; Types of abstract; The objectivity of the abstract; The author abstract; 4 What does an abstractor have to know?; Who can be an abstractor?; The knowledge base of the abstractor Professional summarisationThe information literacy context; Abstracting education; The rewards of abstracting; 5 The practice of abstracting: structure, processes and language; The structure of abstracts; The process made simple; The language; Reflections on the abstracting process; How to evaluate abstracts; 6 The practice of abstracting: examples; Examples of abstract writing; Example 1; Example 2; 7 Beyond language and style; Approaches and models; Abstracting and comprehension; 8 Conclusion; References; Index
Sommario/riassunto	Despite their changing role, abstracts remain useful in the digital world. Highly beneficial to information professionals and researchers who work and publish in different fields, this book summarizes the most important and up-to-date theory of abstracting, as well as giving advice and examples for the practice of writing different kinds of

abstracts. The book discusses the length, the functions and basic structure of abstracts, outlining a new approach to informative and indicative abstracts. The abstractors' personality, their linguistic and non-linguistic knowledge and skills are also discu

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